

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[State DBA Registration Office]
[Office Address]
[City, State, Zip Code]

Subject: Application for DBA Registration

Dear [Registrar's Name or "To Whom It May Concern"],
I am writing to register my business under the fictitious name that I
will be using for my enterprise. Below are the required details
pertaining to this registration:

1. **Business Name:** [Your DBA Name]
2. **Business Address:** [Address of the Business]
3. **Type of Business:** [Nature of Business]
4. **Owner's Name:** [Your Full Name]
5. **Owner's Address:** [Your Home Address]
6. **Contact Information:** [Your Email and Phone Number]

Attached are the necessary documents, including:

- Completed [State's DBA Application Form]
- Proof of Identity (e.g., driver's license)
- Payment for [State's Registration Fee]

I affirm that the information provided is accurate and true. Should you
need any additional information or clarification, please do not hesitate
to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Title (if applicable)]
[Business Name (if applicable)]